

Part 407 – Spot Checking

Subpart C – Spot Checking

NM407.20(c)(4) Procedure.

a) Practices to be spot checked.

- 1) All practices certified and reported will be subject to spot checking.

Procedures for spot checking practices in non cost-share programs (routine conservation plans) are the same as for practices contained in cost-share programs (GPCP, LTA, ACP, CRP, etc.), except for frequency, amount and reporting the results.

b) Frequency

- 1) All practices certified and reported in cost-share programs (GPCP, LTA, ACP, CRP, etc.) are to be checked annually on a fiscal year basis. Spot checks of practices certified and reported in non cost-share programs (routine conservation plans) will be made periodically throughout the year as a part of normal assistance to field offices by area personnel as well as during area program and functional appraisals.

- 2) Spot checks should be distributed over the various practices certified during the year. However, each practice applied will be checked at least every third year.

c) Amount.

- 1) The amount of spot checking for practices certified that are not a result of cost-share programs will be the amount the Area Conservationist determines as necessary to adequately reflect the accuracy and quality of practices certified in the field office. It is not necessary to summarize these practices on the NM-TCH-001-A.

- 2) 5% of all current year FSA technical determinations, approved conservation plans and conservation systems applied will be spot checked.

- 3) The amount of spot checking for all practices (both cost-shared and non cost-shared) certified under cost-share programs will be at least 5% of the practices certified as complete during the fiscal year. A summary of the practices certified and spot checked will be maintained on form NM-TCH-001A.

- 4) If errors or deficiencies are found, additional checks will be made by the spot checker until the extent and cause of the problem is determined and corrective action identified.

- 5) It is the Area Conservationists' responsibility to conduct quality reviews and make the final determination as to whether an adequate number of spot checks have been made.

g) Reporting.

- 1) Results of checks made for practices in non cost-shared programs will be covered in normal trip reports of the Area Conservationist and area staff as well as program and functional appraisals of field offices.

- 2) Results of spot checks made for practices certified in cost-share programs will be reported in writing to the Area Conservationist with a copy to District Conservationist. Form NM-TDV-001 will be used in making this report.

- 3) The Area Conservationist, in consultation with state technical staff, will establish allowable variances from applied quantities for those practices commonly applied in the area.